

NOTICE OF PUBLIC MEETING
of
THE OFF-HIGHWAY VEHICLE ADVISORY GROUP
(OHVAG)
of
THE ARIZONA STATE PARKS BOARD

Notice is hereby given to members of the Off-Highway Vehicle Advisory Group (OHVAG) and the general public that the Group will hold a meeting open to the public **November 12th, 2010, at Tucson Interagency Fire Center, 2646 E. Commerce Center Place, Tucson, AZ 85706 beginning at 1:00 p.m.** pursuant to A.R.S. § 41-511.22. The Group may go into Executive Session for the purpose of obtaining legal advice from the State Parks Assistant Attorney General on any of the agenda items pursuant to A.R.S. § 38-431 et seq. The Group will discuss and may take action on the following matters:

AGENDA

(The Chair reserves the right to set the order of the agenda.)

A. CALL TO ORDER AND ROLL CALL

B. INTRODUCTION OF MEMBERS AND STAFF

1. **The Statewide OHV Program Mission is to develop and enhance statewide off-highway vehicle recreation opportunities, and develop educational programs that promote resource protection, social responsibility, and interagency cooperation.**
2. **The OHV Ambassador Program is a partnership of agencies and volunteers dedicated to enhancing motorized recreation opportunities and management in Arizona.**

C. ACTION ITEMS

1. **Approval of Minutes from the August 6, 2010 Meeting.**
2. **Status of the Travel Management Rule on the Coronado National Forest.** A forest representative will present information on the status of the Travel Management Rule and their implementation strategy and respond to questions from the group.
3. **Discuss Goals and Plans for the Statewide OHV Program.** Staff will present information on available funding for OHV projects. Land management agency staff will be invited to discuss the impact of off-highway vehicle recreation on their lands and their needs.
4. **Discuss Goals and Plans for Statewide OHV Ambassador Program.** The Statewide OHV Ambassador Coordinator will introduce the OHV Ambassador Program to agency staff and the public. This program supports safe, responsible recreation practices and emphasizes cooperation between agencies and volunteers to enhance motorized recreation opportunities and

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MON
27-36

Janice K. Brewer
Governor

State Parks
Board Members

Chair
Reese Woodling
Tucson

Tracey Westerhausen
Phoenix

Larry Landry
Phoenix

Walter D. Armer, Jr.
Vail

Alan Everett
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management in Arizona. State Parks staff will discuss OHV Ambassador Program expansion grants and provide the group with a copy of the memorandum of understanding regarding general oversight of the OHV Ambassador Program and describe the part OHVAG will play in the program.

5. **Discuss Creation of an OHV Newspaper and Getting the Sticker Program Information Out to the Public.** The group will resume a discussion from the last meeting about the best methods to get OHV information to the recreating public.
6. **Review and Discuss New Member Applications for the Off-Highway Vehicle Advisory Group (OHVAG) and Consider Recommending New Members to the State Parks Board.** OHVAG will discuss and review the applications of parties interested in serving on OHVAG and may make a recommendation to the State Parks Board. The status of open positions will be discussed and Donald French, recommended for membership at the August 6, 2010 meeting, may be reassigned to a different position. 37-42
7. **Consider Extending the Project End Date for the BLM-Kingman Field Office Recreational Trails Program Project #470601, Music Mtn/Crozier Inventory/Signage/Map Development.** BLM-Kingman Field Office is requesting a second time extension they have only completed 95% of the inventory and still need to install signs and produce a map. 43-44
8. **Consider Extending the Project End Date for the BLM-Safford Field Office Recreational Trails Program Project #470602, Gila Bend RNCA Inventory/Signage/Map Development.** BLM-Safford Field Office is requesting a second time extension because their Travel Management Plan was expected to be completed in 2010 and has not yet gone out for public comment. 45-46
9. **Consider Extending the Project End Date for the Prescott National Forest Recreational Trails Program Project #470603, Copper Canyon OHV Trailhead Development.** Prescott National Forest is requesting a second time extension because they need additional time for internal review of the draft design plan. They have received renewed support from the Town of Camp Verde and confirmed that donors are on board. 47-48

D. **REPORTS** - Committee and staff reports may be written or verbal.

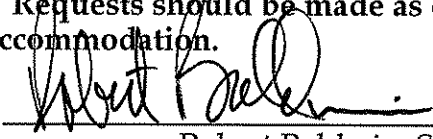
1. **Chair's Report** -
2. **Sub-Committee Reports**
3. **Staff Reports**
 - a) Update on Arizona State Parks Board actions – At their October 20, 2010 the Board approved funding for the Sticker Fund Phase II projects, the Red Rock RD and Apache-Sitgreaves NF “Kids in the Woods” projects were awarded OHV Recreation Fund money and the Mohave County project was awarded RTP funds.
 - b) Staff will bring the group up to date on the status of all Sticker Fund projects awarded and the status of the OHV Recreation Fund. 49-50

- c) Staff will present information on the status of OHVAG shirts.
- E. **CALL TO THE PUBLIC** - During the public meeting OHVAG may afford any person the opportunity to present statements relating to agenda items, with or without the opportunity to present them orally. Those wishing to address the Group must register at the door and be recognized by the Chair. Each presentation will be given approximately five minutes if time permits. It is probable that each presentation will be limited to one person per organization. Action taken as a result of public comment will be limited to directing staff to study or re-schedule the matter for further consideration at a later time.
- F. **SUMMARY OF CURRENT EVENTS, MATTERS OF BOARD PROCEDURE, REQUESTS AND ITEMS FOR FUTURE AGENDAS**
- G. **TIME AND PLACE OF NEXT MEETINGS** – The date for the next OHVAG meeting will be set to coincide with the review and recommendation of the OHV Ambassador Program expansion grants. This will occur in late January or early February.
- H. **ADJOURNMENT**

A copy of this agenda and any background material provided to OHVAG is available for public inspection at Arizona State Parks, Partnerships Division, 1300 W. Washington, Phoenix, Arizona and on the State Parks website at: <http://azstateparks.com/committees/OHVAG.html>.

For additional information, contact Robert Baldwin at 602-542-7130.

Persons with a disability may request a reasonable accommodation such as a sign language interpreter, or this document in an alternative format, by contacting State Parks at 602-542-4174. Requests should be made as early as possible to allow time to arrange the accommodation.

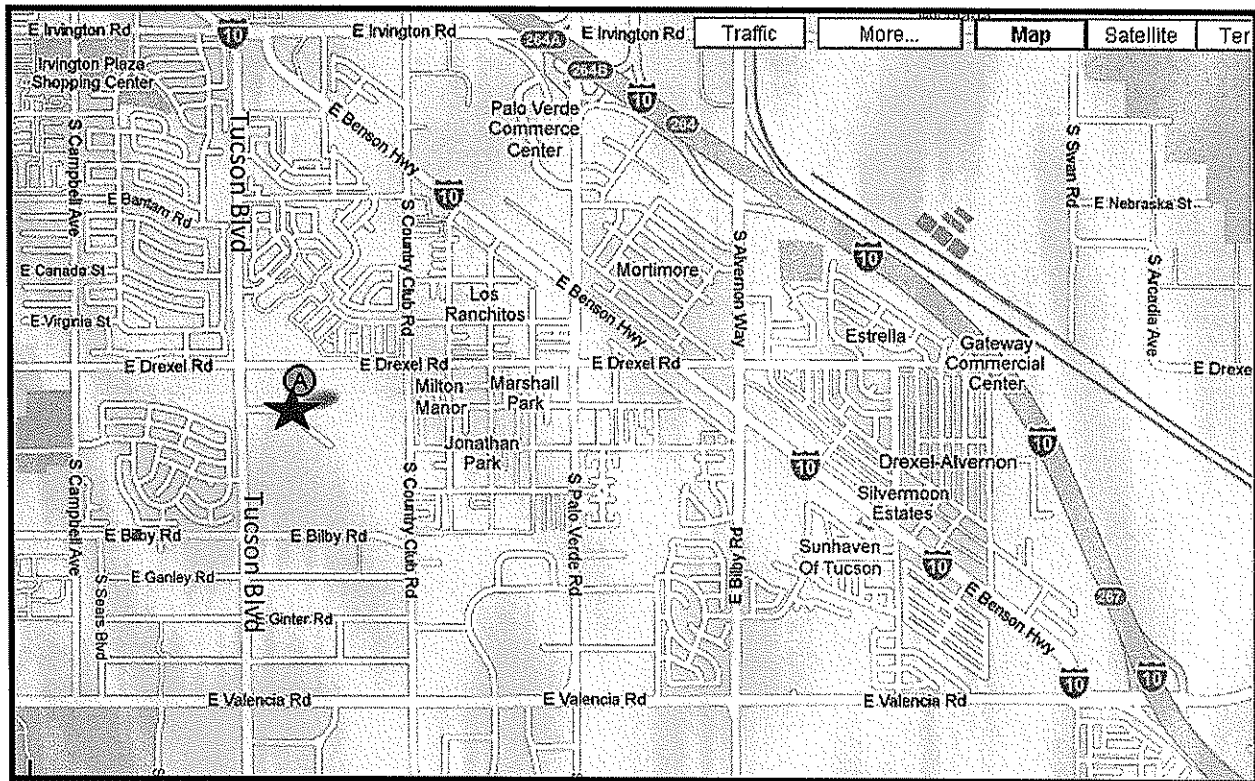
 10/28/10
Robert Baldwin, Staff Liaison
Partnerships Division, Arizona State Parks

Posted at: Arizona State Parks
1300 W. Washington, 1st Floor
Phoenix, Arizona
and at: [http:// azstateparks.com/ committees/ OHVAG.html](http://azstateparks.com/committees/OHVAG.html)

Tucson Interagency Fire Center

2646 E. Commerce Center Place

Tucson, AZ 85706



Driving Directions

From the North – Take I-10 E to Kino Parkway exit. There will also be signs to the airport. After taking exit you will want to turn left (South) on to Benson Highway. Follow road and it turns into Tucson Blvd. Continue to travel South to Drexel Rd. Just past Drexel will be a left hand turn. There is a sign for “Intuit”. Turn and follow the road and the center will be on the right.

From the East – Take I-10 W to Valencia Rd. Travel West to Tucson Blvd and turn right (North). Travel past Bilby road and take the next right – just before the stoplight at Drexel road. There will be a sign for “Intuit”. The fire center will be on the right side of the road.

Phone #'s will be changing so cells phones are included for now.

Phone #'s – Dispatch	520-
Cheryl Dickson	520-237-2575
Pete Gordon	520-991-7844
Pete Schwab	520-400-5874
Alan Belaskas	520-591-8979

MINUTES of the
OFF-HIGHWAY VEHICLE ADVISORY GROUP (OHVAG)
of

ARIZONA STATE PARKS
MEETING OF August 6, 2010

Peaks Ranger District Office, Coconino National Forest, Flagstaff, AZ

A. CALL TO ORDER AND ROLL CALL

Vice Chair Rebecca Antle called the meeting to order at 1:03pm. Members introduced themselves by way of roll call and Mr. Baldwin announced a quorum.

Committee Members Present: Hank Rogers
 Drew John
 Rebecca Antle
 Robert Biegel
 David Moore
 John Savino

Committee Members Absent: Pete Pfeifer

Arizona State Parks (ASP) Staff: Robert Baldwin, Grants Coordinator
 Dan Shein, Chief of Resources & Public
 Programs Section

Other Individuals Present: Chris Gammage, Statewide OHV Ambassador
 Program Coordinator
 Chip Norton – Community Forest Trust
 Nina Hubbard – Coconino NF Red Rock RD
 Jerry Gonzalez – Coconino NF Mogollon Rim RD
 Amy Racki – Tonto NF Mesa RD
 Susan Johnson – Prescott NF
 Pat McGervey – Coconino NF Peaks RD
 Don French – OHVAG new member applicant
 Iris Estes – Apache-Sitgreaves NF SO
 John Brown – Kaibab NF Williams RD
 Kevin Bergersen – AGFD, Wildlife Law
 Enforcement Program Coordinator
 Gary Garner – Coconino NF Mogollon Rim RD

B. INTRODUCTION OF MEMBERS AND STAFF

Chair Antle - Asked for roll call. Members and staff introduced themselves. Bob Baldwin announced that a quorum is present.

Antle Read OHVAG mission statement and Ambassador mission statement.

Welcome by Justin Loxley, Peaks Ranger District.

C. ACTION ITEMS

1. Approval of Minutes from the May 21, 2010 Meeting.

Biegel Motion to approve minutes. John Second.

Antle I have a question about the list of names who purchased the sticker. I understood that Jeff Gursh already did that.

Baldwin Joe Sacco reported at that meeting that AGFD is in the process of purchasing that list at the cost of \$7k.

Sandee McCullum Reported that Jeff Gursh has followed up with AGFD since Joe left and was told by Kevin Bergersen that it is being done.

Antle On page 14 there is an issue of purchasing a logo. I thought we already had a State Parks logo.

Rogers We were talking about an OHVAG logo that we can put on shirts, hats, etc. to identify OHVAG.

Antle On page 20 I have a question about money held back for park operations. Why is that money held back?

Baldwin Pointed out that the money is a reserve to cover cash obligations and must be replaced in the account if it is not spent for OHV purposes.

Antle Call for vote – unanimous.

2. Discuss Goals and Plans for the Statewide OHV Program.

Baldwin Explained current Sticker Fund Project Selection Program, i.e. sources of fund, difference in requirements for use, and the advantages of the new selection process (See Action Item: C2).

Savino You are only advancing 80% of the funds, correct?

Baldwin Correct, only the State OHV funds. And the uses of State funds can include law enforcement.

Justin Loxley So, can these funds be used to pay federal staff?

Baldwin Yes, if the federal employee is performing a function to complete and approved scope item. For instance, if federal staff is doing the

surveys necessary for NEPA compliance and that cost is included in the approved scope of the project, then that employee's time would be reimbursable.

Baldwin The OHV Recreation Fund has two components: gas tax revenue and sticker revenue. There is only one fund. When the Legislature takes money from the fund, they are taking it out of everyone's pocket. We like to give the impression that they are only taking the gas tax portion and the sticker portion is left for projects.

John Some of the reports I've seen reference the sticker money and the non-sticker money. If we want to emphasize that any money they take affect projects, we shouldn't refer to the pots separately.

Baldwin When we get the monthly deposits, they are identified as revenue from MVD and transfers from the HURF (Highway User Revenue Fund).

John I like the idea of keeping it in one fund. We shouldn't be confusing the users with having to identify if it is the sticker portion or gas tax portion that is being taken. We should just refer to it as the OHV fund.

Baldwin Sticker purchasers want to know how much revenue has been generated by the sticker sales, then we can show them that that amount has been spent on projects.

Biegel I was under the impression that the Legislature passed a law that the sticker fund could not be swept for the next year.

Baldwin I think what happened is that Representative Weiers identified an amount that had been contributed to the fund from sticker sales and got the Legislature to take that amount out of the sweep considerations. It was over a million dollars and that is what we have to use for projects now. No Legislation specifically identified an action to protect sticker money.

 The RTP fund is part of the federal transportation bill that is typically passed for six-year period by Congress. The current bill expired in 2009 and we have received our 2010 appropriation under a continuing resolution. Congress has not moved to develop a new bill at this time. Talk is that if the RTP is included in a new bill, the amount may be increased. Nothing has been proposed at this time. (Reviewed ACTION ITEM: C2)

Biegel The match for the RTP money can be in labor from the volunteer groups?

Baldwin Volunteers are a non-federal source: time and materials purchased.

Bruce Mauer – Can non-profits be reimbursed with grant funds?

Baldwin Yes, if the non-profit is partnering with the federal project sponsor and performing work on approved scope items, the project sponsor can pay for those services and get reimbursed through the grant.

Sandee McCullum I represent the OHV Coalition, a 501C3 non-profit. I think we have the type of agreements you are talking about with State Parks, the BLM, and Forest Service. So, wouldn't we be able to apply for these grants?

Baldwin I am not familiar with any agreement that State Parks has with the Coalition. I know that the Coalition works with the BLM under an assistance agreement, but that arrangement does not exist with the Forest Service. Again, since the property being developed is generally under federal control, they must be the project sponsor and can work with the non-profit under whatever arrangement they have. State Parks cannot hire a contractor without going through a competitive bid process. Our competitive grant programs meet that requirement. This selection process does not. We will be offering grants to non-profits to expand the Ambassador Program. That will be a competitive process.

Jerry Gonzalez Has Jeff Spellman from the City of Phoenix contact you about doing a project on the Coconino NF?

Baldwin I have traded emails with him concerning a project they want to do on the forest. We would be able to enter into an agreement with the city and conduct projects. However, if the project is going to happen on federal property, the federal entity should always be the project sponsor and would need their own agreement with the city to perform whatever tasks are required.

Baldwin We have come to the point in this discussion where we want to hear from the land managers about any projects that may be on the horizon within their jurisdiction. How can we help you get through this project selection process? We would also like any information you can provide on the Travel Management Rule process in your area.

Sandee McCullum We have worked hard over the years to get projects to this group and you have done a good job of getting them approved. I would hate to see us lose this opportunity now because the project sponsors are not receiving their reimbursement. What is happening that these monies are not going out?

Baldwin Are you talking about the funds for the projects that were approved last time we met?

Sandee McCullum I'm talking about a \$59k reimbursement that was submitted back in January for the Coalition.

Baldwin We don't have an agreement with the Coalition that they would be submitting a bill for. I know you are partnering with the BLM on several of the projects applied for recently. If you are referring to the projects that were approved by OHVAG at their May meeting, we are getting the work orders signed, waiting for SHPO clearance on some of them and will be issuing the advance checks when the work orders are finalized. I'm not aware of an amount of \$59k that is due to the Coalition in any of these projects.

Rogers Asked the government employees to introduce themselves and the agencies they represent and what their responsibilities are.

Chip Norton – Community Forest Trust working with the Prescott NF
Nina Hubbard – Coconino NF Red Rock RD, just commissioned this week into a recreation staff position

Jerry Gonzalez – Coconino NF Mogollon Rim RD, recreation staff, currently administering RTP grant to sign key features on the Coconino NF

Amy Racki – Tonto NF Mesa RD, dispersed recreation and wilderness, that covers all OHV activities, now responsible for RTP grant to install heavy duty access gates

Chris Gammage, BLM Phoenix Division Office, OHV Ambassador Coordinator

Susan Johnson – Prescott NF, west side recreation manager, new to AZ from New Mexico

Pat McGervey- Coconino NF Peaks RD, recreation staff, new to Peaks RD

Iris Estes – Apache-Sitgreaves NF SO, conservation education coordinator in charge of Kids in the Woods program

John Brown – Kaibab NF Williams RD, administering RTP grant for sign installation on Tucsayon & Williams districts and getting the TMR map printed

Kevin Bergersen – AGFD, Wildlife Law Enforcement Program Coordinator, administering RTP education fund for brochures and online program

Gary Garner – Coconino NF Mogollon Rim RD, management analyst

Rogers Thanks for your participation today. We hope this will help you find ways to use this money to enhance OHV recreation opportunities in your districts.

Baldwin Under the new OHV legislation State Parks is required to report to the Legislature in September 2011 on how the OHV funds have been used. We are trying to get projects moving and completed so we will have something to report. If you have funds to complete a project, I'm going to be on you like a new suit to get the project completed.

Savino Who is going to be on State Parks to get the money out for the projects that have been awarded? The projects that were approved by the Parks Board on June 16th still haven't received their money. In areas like Navajo county where the construction season is short, we are running out of time to get

our project done by next summer. I understand you are only one person, but we need to restructure what we are doing.

Baldwin I am the person responsible for getting these projects moving and I am working with 14 agreements that need to be signed and SHPO clearances that need to be reviewed. I anticipate having these projects up and running by the end of September. At this time no one has approval to start work.

Rogers I would like to give Bob credit here for what he has done to streamline this process. Applying for a grant a couple of years ago was like pulling teeth. I hope he can get this money process straightened out.

Savino My concern is that there is a timeline on the project sponsors and they are losing time in the fall they need to complete their projects by summer.

Rogers I'm sure time extensions will be available.

Baldwin The work orders indicate that the projects need to be done by June 30th. That was the condition for approving the project. If we don't hold them to some timeframe, the projects don't get the attention they need to get done. The OHV money is in the bank ready to send out once the SHPO clearance is approved and the work order signed.

Amy Racki Mesa RD has the most OHV use of any RD in the country. We have a grant to install access gates that I am coordinating. We applied for a Sticker Fund grant this year and I have been informed that we need to do cultural surveys on most of the project area. ADOT is doing roadwork on Hwy 87. We will be using their ground up asphalt to build two staging areas at the Sugarloaf OHV Area which is just north of the Sycamore OHV Area. The TRALS volunteer group will be installing signs on existing proposed travel routes only since we have not completed TMR. Our goal is to get the motor vehicle use map (MVUM) completed by December.

I would like to suggest to the other FS representatives in this room that we make an effort to get together and discuss strategies to implement the TMR and OHV area developments. In the valley we have a long range plan and we are getting the facilities established, getting the volunteer on the ground being productive, and getting OHV funds on the grounds. So maybe we can share that model and help the other Arizona forests.

Antle I know it has been an issue in the past for forests to get together and I think that is a good suggestion.

Biegel Bob Baldwin, can you explain what the cultural review is?

Baldwin Before a project funded with State funds can begin, the project area has to be surveyed for cultural artifacts. It requires a qualified person with knowledge of what might be out there to walk the areas looking for signs of significant importance. The review assesses how the project may affect those resources. A known site may be in the area and they want to know that the project sponsor is aware of that and is taking appropriate measures to avoid and protect that resource. Once we provide the necessary paper work to SHPO, they have 30 working days to review state funded projects and 30 calendar days to review federally funded projects or projects on federal land.

Shein People that conduct the surveys have to meet federal requirements for education (usually at least a masters) and experience in the field.

Savino I was under the impression that these Sticker Fund projects were submitted knowing that that work was completed. We weren't supposed to be funding projects to get that work done.

Baldwin We are not funding the surveys, but they have to be done before the project can get started. ALL projects have to go through the cultural review process whether it's the state OHV fund or the RTP funds. We have had problems with projects not getting clearances ever since I started with State Parks. Projects would get funding, then find out they couldn't proceed and it could take years before they resolve the issues.

Rogers I would like to see us work with the project sponsors to get the projects completed no matter how long it takes.

Baldwin It's a matter of keeping in communication with the project sponsors. That's what our quarterly reports are for. So we know the project is progressing.

John Brown Often the decision we are proceeding under gets an appeal and that can stop things for a long time. Personnel issues are definitely a factor. Our NEPA coordinator recently died and everything came to a stop. When the new person came on board they didn't agree with any of the predecessor's decisions and had to redo the studies.

Savino Can't we assist you by visiting projects and letting you know what is going on?

Baldwin You are certainly welcome to visit project sites and report to me. I would advise against discussing or making any suggestions to the project sponsor. I don't want them to think we are trying to micro-manage their project. If you have a relationship with the project sponsor and gave them a support letter

for the project, then yes, by all means let them know what you think. They asked you to support them.

Sandee McCullum When I was on OHVAG we were reluctant to fund NEPA unless we were reasonably assured that it would lead to a completed project. Are you now just giving out money for NEPA without concern for what it will lead to?

Baldwin The Sticker Fund Project Selection Program states that money for NEPA will only be provided in conjunction with a proposed project. The NEPA needs to be confined to areas directly affected by the project.

3. Discuss Goals and Plans for Statewide OHV Ambassador Program.

Baldwin The Ambassador program was developed in 2006 by State Parks staff in cooperation with BLM, AGFD, Cave Creek RD as a pilot project to provide on-site management assistance to land managers. Three high use sites near the Phoenix area were selected. At that time State Parks housed a position (Troy Waskey) that did all the work in developing the program. In 2008 Troy left State Parks. The program was up and running and our Statewide OHV Coordinator (Amy Racki) took over the reigns. It was more that she could handle along with her other responsibilities, so we entered into an agreement with BLM State Office to fund an intern position. That position became the OHV Ambassador Coordinator and Chris Gammage was hired. He has been in that position for two years now and he works out of the BLM Phoenix District Office.

Chris Gammage presented the PowerPoint presentation that is ACTION ITEM: C3.

Page 30. An important part of the training the Ambassadors receive addresses dealing with confrontation. They are specifically trained to avoid it.

Sandee McCullum Page 43. You said UTV operators must wear a helmet?

Chris Gammage Yes, that is agency policy.

Rogers The events you attend are just in the southern part of the state.

Chris Gammage Yes, we have been operating mainly in the pilot areas around Phoenix to date. We did a Meet & Greet at Cinder Hills last summer and attempted to do one on the Lakeside RD that was cancelled.

?? Can the events extend to patrolling a specific area on the forest every other weekend or something like that?

Chris Gammage We only schedule a few organized events. We are developing “core teams” that will be able to work directly with the agency to do specific projects without direct involvement by the coordinator. That could include patrol work or projects like the fence repair.

Baldwin The Ambassador can’t just put on their jersey and go out and patrol. All presence on the land must be coordinated through the agency.

AMBASSADOR PROGRAM EXPANSION GRANTS

Baldwin This program is successful because it has good supervision and excellent cooperation between the agencies and the volunteers. It is working because people are putting the time and effort to make it work. So, to expand this program we need to find more of those people around the state. We are not just handing out jerseys and trailers and saying “now you’re Ambassador, go out there and meet the public”. We are looking for people who will adopt the mission and goals of the program, get the standardized Ambassador Program training, and follow the format for conducting events.

The program requires a partnership between the agency and the volunteers. The grants are an opportunity for that partnership to receive funding and support to help make the program successful for them. The grant will be worth \$25,000. The first \$10k will be used to purchase the trailer and equipment package, i.e. jerseys, radios, and other event supplies. The existing team (core unit) will provide all of the general training currently required by the agencies. This “core unit” (Chris Gammage, Marge Dwyer, agency reps on the planning team) will support the “satellite units” by sending experienced Ambassadors to assist with initial events. The remainder of the funds can be used over the three-year period of the grant to offset expenses in running the program, i.e. gas for volunteer vehicles, insurance costs, trailer storage & maintenance, miscellaneous event costs, etc.

The ideal situation is for a user organization with 501C3 tax status to enter into an agreement with the land managing agency and submit the grant application. This competitive process allows State Parks to deal directly with the users through a Participant Agreement and transfer the funds directly to them. This is the preferred situation because the equipment then belongs to the Ambassador group and they have control and access to it without federal restrictions. They would be responsible for storing and maintaining the equipment. And, under this arrangement, the 501C3 receives funds to cover the cost of liability insurance needed to conduct Ambassador events.

We will accept grant applications initiated by the land manager if they have an approved volunteer agreement in place with specifically identified group of volunteers who will be the Ambassadors.

The greatest selling point for the Ambassador Program is that it is agency tested and supported and it has outstanding results. Each satellite unit may add events or procedures that work for them, but there is nothing in the program that won't work wherever it is applied properly.

The difficult issue is that it requires a sincere commitment of time and effort by the volunteers and the agency staff, particularly on the volunteer side. We know how stretched the agency people are. The program has to benefit them greatly with minimal demand on their time. This means the "unit coordinator" must take control of the planning and coordination and only require review and approval by the "agency lead".

Nina Hubbard Is there any consideration for expanding this program to provide regular on-site presence at specific high use sites, like a site host?

Baldwin That hasn't been considered at this point. You site host could certainly be an Ambassador, but you would want them conducting Ambassador activities without coordinated support.

Savino How often do they need to go out?

Baldwin In the grant agreement there will be a certain number of events required over the period of the grant.

Chris Gammage In season we are doing an event every weekend at one of our project areas. And the events may include an expo or dealer event.

Savino Do you require the UTV operators to wear a full-face helmet?

Chris Gammage I know it's a BLM requirement and I was told it is also a Forest Service policy for volunteers.

Savino Does the \$25k include operating expenses, like pamphlets, or are those given through the State? And is the \$25k a one-time set up fee?

Baldwin That will be the money provided to operate the program for the three-year grant period. Again the \$10k for equipment would be one-time. The other \$15k can be used for expenses over the three years. Eligible costs will be identified in the grant agreement.

Group discussed helmet requirements for UTV operators. This can be element in volunteer agreement with the agency. Bottom line, Ambassadors embrace and model agency rules.

Rogers When we developed the new state OHV laws we wanted to create consistency across the state and the Forest Service had law enforcement representation in that process so we wouldn't have discussions like this.

Antle Would it help if our groups that are 501C3's would get in touch with the agencies so they know who they can work with?

Baldwin That's what we are trying to accomplish. Identify an eligible group and put them together with the land manager for a specific area that they want to take stewardship for. There has to be a benefit for the users, possibly making a better relationship with the agency and securing access and even improvements for their area.

Antle So we as OHVAG should find those clubs with 501C3 status and see if they are interested in this program.

Baldwin And we need to identify agencies that recognize that they can benefit from this program.

John So what you need to do is get the grant packet out to all of the agencies so they know what they need to do. They should know the groups they are currently working with and could start that discussion with them.

Antle Not a lot of the groups out there have 501C3 status.

Baldwin I was told by Jeff Gursh that the smaller groups can work under the OHV Coalition to purchase insurance.

Savino Some of our members who are retired law enforcement feel this program asks people to put themselves at risk if they are in a remote area and are suppose to make themselves visible when something illegal might be going on.

Biegel We don't make ourselves visible.

Bill (Ambassador) If we come across a pot farm, we take a gps and get out of there.

Baldwin A key element of the training is how to avoid confrontation.

Dan Shein I might point out that the Site Steward Program that does cultural site monitoring is trained the same was. You make notes and get out of the area. They are trained that you never want to jeopardize personal safety.

Baldwin That's another example of why the structure of this program is so important. This was put together with the help of agency law enforcement

to train volunteers properly. This is what gives this program credibility and we must maintain that credibility as we expand. Anybody who puts the Ambassador jersey has received this training and is not going to operate independently.

Bill (Ambassador) We go through scenarios during training that demonstrate how to respond in a variety of situations. We learn that it is important to remove our helmets when interacting with the public so they can see who we are.

Nina Hubbard I think the program is great, but have some concerns about recruiting locally for enough people to make it happen. Would you be willing to put on an event in our area to help recruit people?

Baldwin I'm sure a lot of the Ambassadors currently working in the Phoenix would love to get out and see what's happening in other areas. We can coordinate that with you. We intend to recruit outside of the sponsoring clubs for people that want to be Ambassadors. The Ambassador Program needs to be something a club does in addition to its normal club functions and people can participate as Ambassadors without being a club member.

Biegel Having one club as the entire Ambassador unit is not a good idea. If the club is only ATV oriented, you wouldn't have people to patrol single track or jeep trails. A variety of vehicle uses is desirable. Does it have to be a 501C3 group?

Baldwin We can only contract with eligible vendors. A club does not have the legal status we need to enter into agreements.

4. Discuss and Prioritize Sticker Fund Project Selection Program Applications.

Hank Rogers requested himself.

Biegel	5	1	4	2	3
John	5	2	3	4	1
Moore	2	1	3	4	5
Savino	4	3	2	1	5
Antle	2	3	4	5	1
	18	10	16	16	15

A-S KIDS IN THE WOODS –

John It is important that the next generation be trained in the responsible riding. This is more than just safety training. It is a broad training in environmental ethics that we hope will reach the future generations.

Moore I agree that supporting the next generation is a real priority. I was concerned with what they are purchasing. Why the 500 ATVs? Those are for more experienced riders.

Rogers The program deals with 14-18 year olds. Not small children. I selected that machine so the kids can ride two up legally and get more kids involved. Also, some of the 18-year-olds are pretty big kids. They need to learn on the equipment they will be using.

Moore I think you should be buying more smaller ATVs. I also think the cost of the trailer is too high.

Biegel I'm not sure buying equipment is appropriate.

Savino I think it's a small target area. I would like to see it reach more statewide.

Estes We would like to make this a model that can be used statewide and we need to work out the details in our local area first.

Savino What happens to the ATVs and trailer when the program is over? Three or four years down the road when the equipment is worn out, what happens to it? Where does that money go?

Estes We hope that the program doesn't end. The Forest Service can't own them. There are so many restrictions in using FS equipment that the program wouldn't be possible. Our partner, the Apache County ATV Roughriders will own the equipment and handle the liability, maintenance, and storage.

Savino Is there a process to handle the trade-in value even 7 or 8 years down the road when replacement equipment is needed?

Baldwin If they come back in three years and want more equipment, we can certainly access the condition of this equipment and deal with the issue at that time.

Moore We have purchased equipment in the past. The project sponsor is always accountable for maintaining the equipment, especially when they come back for more.

Savino I want make sure we don't end up in the situation that the Colorado OHV commission is in. They are being investigated for improper use of state funds. I want to make sure that the record shows we asked these question and discussed the ramifications of our actions.

Baldwin It appears to me that this group was not really accountable to anyone like OHVAG is to the Parks Board. They were the ones deciding how the money was spent. Also, when we look at buying equipment the question is, how much would it cost to rent the same equipment? In most cases it's more cost effective to buy the equipment. When you're done renting, you have nothing to show for it.

Savino Why is the media cost so high if you are targeting such a small area?

Estes We intend to promote this as much as possible through the schools, but in this area there is a lot of home schooling going on and we want to make sure everybody has an opportunity to participate in the program. These cost are to promote the program over the three-year period.

Antle I think the newspaper is too expensive and the money may be better spent on flyers and radio.

Moore I think it's really important that this program works through the high school.

Antle I have some questions about the purchases in the grant. How much of that is eligible?

Baldwin I will have to check with my purchasing department and discuss whether all of these items can be purchased with state funds.

Savino When we pay to build a trail, we see a finished trail. How are you (A-S) going to account for your expenditures? What will you have to show for it?

Estes We will document the number of kids that graduate from the program.

Baldwin We will develop and evaluation form and they can give us feedback about how the program is working and they will be able to make adjustments as the program progresses. They provide accomplishments from the first class through the last.

Estes We will interview kids from before and after the classes and see how much they think they will apply in the future.

Savino I think that it is important to show that we are monitoring the use of the funds in a very transparent way.

Estes We agree and we want to be able to assess the value of the program. We are doing this for a purpose and want to make sure what we're doing is accomplishing that purpose.

Baldwin What is your status with the Forest Service? Are you going to be around to see this program through it's completion?

Estes I am a life-long resident of the area. I have a home and a husband and we aren't planning to go anywhere for a while.

MOHAVE COUNTY HUALAPAI MOUNTAIN PARK OHV IMPROVEMENTS

Baldwin As you may recall they were awarded funds in Phase I to increase their staging area and add more camping spaces.

Savino I gave that a #3 and I go up there frequently. I think it is important for all of these areas to have practice/training areas for younger riders. At that location they are on top of a mountain and can't have the kids riding on the road.

Moore It is an area with 1250 square miles of riding and needs these types of facilities to support that riding.

Baldwin This will be a good example of how a county park is taking advantage of these funds to develop a revenue source. It is certainly within the rules to charge for day use entry into the park and camping fees for overnight use.

ECONOMIC DEVELOPMENT FOR APACHE COUNTY ATV ROUGHRIDERS NEWSLETTER

Rogers We have been publishing a newspaper for our ATV jamboree for the last five years and sponsorship is drying up. It's hard to write a newspaper about three days of riding. What we want to do is make it a biannual publication where we write in the spring about events and riding opportunities in the high country. Then in the fall we write about events and opportunities in desert. We can talk about OHVAG. Who are the members? What do they do? What is happening with the sticker money? It will be a voice for OHV without restriction from government agencies. If someone wants to write because they are unhappy about things the Forest Service or State Parks is doing, they can say what they feel. In fairness, we would allow Parks or FS to respond to those statements. We want the issues out in the open. We will promote events for everyone even if we have to do the writing. We want to use our five years of experience in doing an OHV newspaper and expand it statewide.

Biegel I like the idea. But if you're only publishing twice a year, the news is always four months old. It's fine to promote events like your jamboree. That is my concern for the project.

Moore We have been trying to market info about how OHV funds are being used. Here we have an established newspaper that can expand to do that for us. I like the idea of only two issues a year. There is a tremendous expense in putting out a newspaper every month. In six months you can come up with a lot of interesting stuff and make it a useful publication.

Savino How would you distribute it around the state?

Rogers We would distribute to user groups and dealers, Game & Fish, Forest Service.

Savino What is to keep someone else from finding out that this is grant funded and in the next cycle they want money to start a magazine. Are we creating a monster?

Rogers If someone else has a better idea, you can drop me. We would be doing this for the good of the OHV community because it is needed out there.

Biegel Where are you going to get the information about the events?

Rogers From the users and the clubs. Once they know they have free distribution, they will make a point to get us their information.

Antle We publish our own newspaper and we get no input.

Moore Make if you get the list from MVD and mail it to all of the sticker holder, then you know it's getting to the people you want to have it.

Baldwin Technically, Hank's group as a 501C3 is not eligible to apply under this process. We can only award funds through existing agreements with other governmental entities. If OHVAG wants to find someone to publish a newspaper like this, we would have to issue a Request for Proposals (RFP) and spell out exactly what we expect and how much we're willing to pay for it and see who applies. Under that scenario any business or 501C3 user group could apply competitively.

SOUTHERN ARIZONA KART CLUB, INC TRAINING FACILITY IMPROVEMENTS

Baldwin Once again, as a 501C3 this group is not eligible to apply under this process. We have funded projects at Pima Motorsports Park through Pima County and this group must lease this land from Pima County. So if they can get Pima County to take the lead, we can work with them. The bigger question is, what connection to PMP and OHV recreation does this group have? We have determined in the past that go karts are not OHVs. In this process we can discuss the applications and gather questions and go back to the project sponsors with our concerns and see what they can do to alleviate them and make a better project. The project can be tabled until the next meeting, then if they can make the suggested changes, it can be considered for funding at that time.

I don't want you guys to get the impression that we need to get the money out the door to keep it from being swept. Yes, we need to see that the money get on the ground, but with good projects.

We can't just table this and come back to it later. We need to list our concerns so the project sponsor can make the project more desirable. Then, you can either approve it or deny it based on program guidelines.

Antle Can we get back to you in a couple of week with some questions?

Baldwin Sure, and I'd like for either you or Pete to go down there and talk to the people and see what they are all about. Then with the project clearly identified, an eligible sponsor, and your report, we can respond appropriately.

RED ROCK RD OHV IMPROVEMENTS

Biegel The objectionable item is road closures.

Savino A guy is going to be upset when he is paying a \$25 fee and it is being used to close roads.

Baldwin These funds are to be used to mitigate OHV issues. Mitigating issues includes fortifying a closed road that was closed before they submitted this application.

Antle If you look at this closer, it's a large area and they have a lot of supporters who are using the area.

Baldwin This grant is doing a lot more good things than closing a road that was already closed anyway. We need to look beyond the word "closed" and see what they are trying to accomplish with the whole area.

John It's only \$10k for road closures.

Antle The note I made was “what kind of closures”?

Moore It says “the closure would prevent people from driving up and down the banks of Oak Creek. The public can park at the barrier and easily walk to the creek.” Well, I’m the public and I take issue with those statements. I want to drive my car. This has happened in other areas like the Blue Point bridge on the Salt River. They just abortionized that location. There are a lot of good areas on both sides of I-17 there at Stoneman Lake Road. We should be able to go through and redline some things.

GAP IN RECORDING, NOT EXACTLY SURE WHAT WAS MISSED

Baldwin All they are asking for is the equipment to see that the closed roads don’t get used. And what is the amount, \$10k?

Antle It’s not a lot and when you have that many supporters including different types of supporters.

Baldwin This group needs to support all aspects of OHV recreation. We need to look at these components as they support continued use. Mitigation is part of the legislation. So is law enforcement. It’s not all about building new stuff.

John Before we had a goal to get the projects on the ground and use the funds in a positive way. I don’t think we’re saying now that we don’t see that. The projects that we’re seeing now we’re being forced to accept negative stuff.

Baldwin You don’t see enough positive stuff in this project?

Moore Yeah, there’s lots of stuff in that area around Stoneman Lake.

Baldwin If we are talking about being a good partner, then there’s give and take. They want to do improvements and they want us to help them enforce their closure.

5. Consider Funding the High Priority Sticker Fund Project Selection Program Applications.

Savino Moved to table the Southern AZ Kart Club project until we get more information and questions answered.

Moore Second.

Antle Unanimous.

Savino Moved to recommend funding for the Economic Development for Apache County project.

John Second.

Biegel I think we will run into problems with other groups wanting to do newspapers.

Antle Isn't that something that State Parks could do? Isn't there a way under OHVAG that you could publish something like what Hank wants to do?

Biegel If State Parks would like to back the OHV newspaper you (AZ Four-wheel Drive Association) put out, we (OHVAG) would have no problem with that. If you could get Game & Fish to partner, too, that would be even better.

Antle In favor: Savino & John opposed: Biegel, Moore & Antle

Biegel I would suggest we send this back to Hank and see if he wants to propose it directly to State Parks and see if they want to do it.

Baldwin What you really need to do is make a recommendation to the Parks Board that they set aside an amount to put out an RFP for this type of publication.

Rogers I'd like to say something now that this is over. Don't you want a voice for the OHV community without government influence? That's not what you will get if you go through the State Parks Board or forest service.

Antle What about going through the coalition?

Rogers Let them do it.

Antle What about a partnership with them?

Rogers I have never had any contact them. I just know that it needs to happen. When the users see that this money is actually benefiting them, sticker sales should increase drastically.

Baldwin We can accomplish this in two ways. You can ask the Parks Board to set aside the money and do an RFP through our contracts department. We would need to determine exactly what you want: how many issues, how many copies of each issue, what happens to advertising income, what types of

material do you want to see, etc. OR, we can ask the Parks Board to set aside a specific amount of money for a competitive grant process. We would still need to identify all of the requirements for the paper and we could allow 501C3 groups to apply, or even the New Times. These would not necessarily have government oversight, but you still have to justify using state funds when certain political messages are being conveyed.

Biegel My concern is still that once we authorize this type of project, we will be inundated with similar requests.

Savino On your point Drew, we could call this a “pilot project”, but what kind of scrutiny would we get when OHVAG approved it and the money is going to an OHVAG member?

Don French There is already a monthly “OHV Newsletter” being published. I believe it’s put out by Kinney.

Baldwin So let’s investigate this avenue and submit material to them. We’ve talked about getting space in the Game & Fish publications. We need to research existing newspapers and see how we can get our message out through them. We can submit stuff to the New Times and Republic. It may not be as in depth as you want, but we are not doing those things at this time.

Rogers My suggestion is to get somebody out there and do a legitimate paper. Yes, I understand your concern about conflict. Our club is willing to give you what we know about doing the newspaper. You won’t find anybody out there willing to do a newspaper for \$70k. We need to get our good works out there. We are facing resistance for the environmental and conservation groups and if we can get the good news out there, it will do nothing but help us. The Republic and Game & Fish publications don’t reach our target audience. We need to get the word out to our people and we need to have the ability to say what we want to say in it, what needs to be said.

Antle We’ve talked about this for several years and there are groups out there that can do this. We need to work together with them to make this happen.

Baldwin I need to do some research with our legal/procurement department and see what options might be available to identify this as a “pilot project”. I think we need to find something that is already in existence and use that.

Antle We should use an umbrella organization to reach more people.

Biegel I would like to make a motion to table Hank's project at this time and we don't decide to not fund it and give Hank some time to do some research see if he can work with the Coalition and act as editor.

Antle We've already passed a motion regarding the application and we don't want to go back on that. We all need to do some research and see what's out there and come back with information to discuss at the next meeting.

Baldwin Remember that just because we didn't approve it for funding this time, doesn't make it go away. It is still eligible for consideration. I still need to find out what is involved with approving this.

Rogers This is our money and we should be able to put our voice out there.

Savino I move to approve funding for the Mohave County Parks Department project for development of a training area and restroom at the Hualapai Mountain Park OHV staging area.

Biegel Second.

Antle All in favor – unanimous.

Savino I move to approve funding for the Apache-Sitgreaves NF "Kids in the Woods" project.

John Second.

Antle Discussion. Are we going to ask for some changes in that project as far as the newspaper advertising and awards?

Baldwin You can specify that that those item be limited to the requested amounts and then when I present it to the Parks Board, if those amounts are reduces or deleted it would not contradict your recommendation.

Savino I would like to restate my motion to approve funding for the Apache-Sitgreaves NF "Kids in the Woods" program with consideration evaluation of eligible scope items.

John Second.

Antle All in favor, Savino, Rogers, Moore, Biegel Opposed
John

Savino I moved to approve funding for the Red Rock RD project.

Biegel Second.

Antle All in favor – unanimous.

6. Review and Discuss New Member Application for the Off-Highway Vehicle Advisory Group (OHVAG) and Consider Recommending a New Member to the State Parks Board.

JOHN I'm ready to make the motion!

Savino I move that Donald French be recommended to fill the OHV organization vacancy on the OHVAG and that he begin serving upon approval by the State Parks Board and continue through December 31, 2012, and that this recommendation be forwarded to the Arizona State Parks Board for final action.

Rogers Second.

Savino I think it is an advantage for the group that he represents the western part of the state.

Ra All in favor – unanimous.

7. Discussion on OHVAG Goals and Projects.

Antle This has been covered.

D. REPORTS

1. Chair's Report -

2. Sub-Committee Reports

Rogers The OHVAG logo would cost \$1500 to develop. Jackets are \$45, hats \$20, t-shirts \$18, polo shirt \$30.

Savino Please include business cards.

Biegel I move we ask the Parks Board to set aside funding to promote OHVAG.

John I don't think you can make a motion since it wasn't an action item on the agenda. You can direct staff to investigate the possibility of getting funds for this stuff.

3. Staff Reports

Baldwin The Board approved the projects you recommended at the last meeting and the funding to expand the Ambassador Program. They also approved use of all OHV Recreation Funds accruing in 2011. In addition to the \$145k estimated accumulation through June, I have learned that that figure is closer to \$325k. I also provided a copy of the letter sent to Representative Weiers regarding the Parks Board action to fund OHV projects.

Baldwin Item D.3.c is an overview of the plans for expansion of the OHV Ambassador Program. Because we are moving this out of the pilot stage and making it available statewide, we need to broaden the base of support to include any land managers who might be involved. We are developing a structure for the program with an over-arching governing council to give all of the sponsoring agencies input into the operation and direction of the program. OHVAG will have a position on the council and you will still have recommending authority over use of the OHV Recreation Fund and the expansion grants. You will need to be knowledgeable about the program, what it takes to be an Ambassador, how the program operates, what they do, etc. so that you can answer questions about the program and promote it.

Antle I have heard that the 50" RZR that we approved for the BLM grant is being changed to a different vehicle. The purpose of getting the 50" vehicle was to use it on the ATV trails. I want to bring that to your attention.

Baldwin When I write the work order to identify the approved project costs I will specify the 50" RZR vehicle. If they want to amend that, I will bring their proposal back to you.

John If they get a larger vehicle, it will restrict the trails that they can access and the purpose was to patrol where 4-wheel drive vehicles did not have access.

Antle I have a question on the budget about the \$692,100 item. I thought the approval for that was up in 2010. Did they reauthorize that in the last session?

Baldwin This was all appropriated by the Legislature in the 2011 State Parks budget. This is the tenth year this money has been diverted by the Legislature for State Parks use. That \$7m that has been taken from OHV projects and programs.

Antle Is there any possibility we will be reimbursed for our travel costs?

Baldwin Every time I bring this up they emphasize that Parks Board members are not being reimbursed for any their expenses. None of the advisory committees are.

E. CALL TO THE PUBLIC

Rogers Can we have Kevin Bergersen from Game & Fish give us an update on the new OHV officers and what happened to Joe Sacco?

Bergersen I am the manager of the OHV and Boating law enforcement divisions. I was Joe's immediate supervisor. Joe received a promotion to a field supervisor position in the north Tucson sector. He had expressed a desire to move back to Tucson, so this fit well into his plans. He had reservations in leaving the OHV program, but wanted to take advantage of this opportunity. We have a candidate for Joe's position and we are making the final background checks for that person. I have always been a proponent of cooperative management and support partnerships that help us get our job done better. This will be my charge to the new Joe that he go out there and establish and nurture partnerships.

We now have four of the seven mandated OHV officers hired. Two are finishing their training and I will have them at Hank's jamboree to meet people and get their faces out there. They are assigned to the east and west Maricopa County areas. The other two should be out by late, late fall. They will be assigned to central AZ working out of Mayer and the Tucson area. As sticker portion of the fund revenues continue to accrue, we fully intend to fill the other three positions.

We are planning to use the gas tax portion of the fund to match with our other water craft and game & fish sportsman money to create a dual purpose officer who will focus on hunting and boating issues during that season and then OHV issues when they are predominant. This will give us the seven mandated full time officer and seven more that can be used in busy OHV times. You may see some of these blended officers in the field before we completely add the OHV only officers. This is only because of the funding sources. We need to wait until the sticker fund revenues catch up before we can invest in the training and equipment for the new officers. We don't want anyone to think we do not intend to hire the full time officers or are diverting any of the sticker money to these blended officers. This will allow us to have one of each of these officers in each region of the state.

We have a new deputy direct, Leonard Ordway, who came out of the Mesa Region office. It is his intention to get all of these officers on the ground and looks for great things in this program. We have taken the game management degree requirement out of these blended positions and are calling them law enforcement specialists.

F. SUMMARY OF CURRENT EVENTS, MATTERS OF BOARD PROCEDURE, REQUESTS AND ITEMS FOR FUTURE AGENDAS

No discussion.

G. TIME AND PLACE OF NEXT MEETINGS –

Baldwin Our next meeting will be held in Tucson on Friday, November 12th. Location will be announced. We will make the same presentation on the Ambassador Program and the expansion grants for the Coronado NF staff. And we will ask our Tucson hosts, Becky and Pete, to arrange a ride for us on Saturday.

H. ADJOURNMENT 5:03 pm

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STICKER FUND PROJECT SELECTION PROGRAM

OFF-HIGHWAY VEHICLE RECREATION FUND

\$2.5 million thru 2011

(state gas tax and sticker revenue)

- No match required
- Only SHPO clearance required
- Funds can be advanced (not always available)
- Funds can be used to match RTP funds
- Can be used for most all OHV project needs including: compliances, mitigation, enforcement, information, educational programs

RECREATIONAL TRAIL PROGRAM (MOTORIZED PORTION) \$650,000 annually (federal transportation bill)

- Also have \$30k for education projects
- Requires at least 5% of project cost from non-federal sources + additional match up to 10%
- Requires NEPA compliance review by FHWA
- Eligible project scope is a little bit more limited than OHV Rec Fund (no law enforcement)

PROGRAM HIGHLIGHTS

- Simple application process, if the project is not funded upon the first review, it is still eligible for the next review
- Applications can be submitted at any time (deadline applies when review date is near)
- Applications are reviewed at least quarterly (projects can begin anytime throughout the year)
- Non-governmental entities (for profit & 501 C3 groups) must apply through governmental entity

Information about the program and application form: <http://azstateparks.com/OHV/sticker.html>

MEMORANDUM of UNDERSTANDING (MOU)
Between These Sponsoring Agencies:
Arizona State Parks,
Arizona Fish and Game Commission,
U.S. Department of Interior Bureau of Land Management Arizona State Office,
and
U.S. Department of Agriculture Forest Service Region 3
For
General Oversight of the Off-Highway Vehicle Ambassador Program

BACKGROUND: The Off-Highway Vehicle Ambassador Program (OHVA Program) was conceived and developed through the joint efforts of Arizona State Parks (ASP), Arizona Game and Fish Department (AGFD), the Bureau of Land Management (BLM) AZ State Office, Tonto National Forest (FS), and many concerned off-highway vehicle (OHV) users. The Arizona State Parks Board approved the program concept and appropriated funds from the Off-Highway Vehicle Recreation Fund to purchase the initial supplies, fund a program coordinator, and meet initial training costs. The BLM and AGFD have provided additional funding for program support personnel, training costs, and educational materials.

The mission statement for the OHVA Program is *"A partnership of agencies and volunteers dedicated to enhancing motorized recreation opportunities and management in Arizona"*;

STATEMENT OF MUTUAL BENEFITS: The Arizona OHV Ambassador Program works in collaboration with and under the direction of resource management agencies to accomplish the following goals:

- As a recognizable presence on OHV routes Ambassadors model appropriate OHV safety and behavior to create a positive image of OHV recreation, and promote responsible motorized recreation use and land stewardship;
- Support cooperation between OHV users and OHV management agencies;
- Provide OHV information about where to ride, riding safety, etiquette, rules, and regulations; and
- Assist resource management agencies in monitoring, maintaining, mitigating and improving OHV routes and facilities.

I. PURPOSE. The purpose of this document is:

- to identify a governing structure for the OHVA Program;
- to acknowledge the overarching principles established for the OHVA Program as stated in the OHVA Agency Manual (revised 9/2010);
- to indicate the sponsoring agency supports the goals and principles of the OHVA Program;
- to identify agency participation under this memorandum; and

- to designate a council member to represent the agency.

II. SPONSORING AGENCIES SHALL. The Sponsoring Agencies agree as follows:

A. Arizona State Parks recognizes that the OHVA Program effectively assists land managing agencies in promoting safe, responsible OHV use and resource protection and, therefore, shall:

- Support the mission and goals of the OHVA Program;
- Commit funds as available and appropriate to the continued administration and operation of the OHVA Program;
- Identify funding sources and allocate funds, when available, to create and administer a grant program to expand the OHVA Program;
- Appoint a representative from staff to serve on the Council and keep that appointment filled for the term of this agreement;
- Ensure that the OHVA Planning Team has appropriate and consistent representation from the Agency;
- Request an annual report from the Council summarizing the accomplishments of the OHVA Program for the previous calendar year and highlighting outstanding achievements;
- Provide as funding allows printed materials for distribution to the public through the OHVA Program; and
- Coordinate staff and facilities as available and appropriate for training OHV Ambassadors.

B. Arizona State Game and Fish Department recognizes that the OHVA Program effectively assists land managing agencies in promoting safe, responsible OHV use and resource protection and, therefore, shall:

- Support the mission and goals of the OHVA Program;
- Commit funds as available and appropriate to the continued administration and operation of the OHVA Program;
- Appoint a representative from staff to serve on the Council and keep that appointment filled for the term of this agreement;
- Ensure that the OHVA Planning Team has appropriate and consistent representation from the Agency;
- Coordinate OHV law enforcement officers as available and appropriate to interact with Program groups within their management area;
- Provide as funding allows printed materials for distribution to the public through the OHVA Program;
- Coordinate staff and facilities as available and appropriate for training OHV Ambassadors; and
- Ensure that appropriate volunteer agreements or other agency required documents that allow the OHV Ambassadors to operate on AGFD property are properly executed.

C. The Bureau of Land Management State Director recognizes that the OHVA Program effectively assists land managing agencies in promoting safe, responsible OHV use and resource protection and, therefore, shall:

- Support the mission and goals of the OHVA Program;
- Commit funds as available and appropriate to the continued administration and operation of the OHVA Program;
- Appoint a representative from staff to serve on the Council and keep that appointment filled for the term of this agreement;
- Ensure that the OHVA Planning Team has appropriate and consistent representation from the Agency;
- Coordinate OHV law enforcement officers as available and appropriate to interact with OHVA Program groups within their management area;
- Provide as funding allows printed materials for distribution to the public through the OHVA Program;
- Coordinate staff and facilities as available and appropriate for training OHV Ambassadors;
- Ensure that field staff receive all training necessary and appropriate for conducting OHVA Program activities within the management area;
- Ensure that field staff are available to support an OHVA Program unit operating within their management area;
- Ensure that OHV Ambassadors receive all training necessary and appropriate for conducting OHVA Program activities within the management area; and
- Ensure that appropriate volunteer agreements or other agency required documents that allow the OHV Ambassadors to operate on BLM property are properly executed.

D. The U.S. Department of Agriculture, Forest Service Region 3 recognizes that the OHVA Program effectively assists land managing agencies in promoting safe, responsible OHV use and resource protection and, therefore, shall:

- Support the mission and goals of the OHVA Program;
- Appoint a representative from staff to serve on the Council and keep that appointment filled for the term of this agreement;
- Ensure that the OHVA Planning Team has appropriate and consistent representation from the Agency;
- Coordinate OHV law enforcement officers as available and appropriate to interact with OHVA Program groups within their management area;
- Provide as funding allows printed materials for distribution to the public through the OHVA Program;
- Coordinate staff and facilities as available and appropriate for training OHV Ambassadors;
- Ensure that field staff receive all training necessary and appropriate for conducting OHVA Program activities within the management area;
- Ensure that field staff are available to support an OHVA Program unit operating within their management area;

- Ensure that OHV Ambassadors receive all training necessary and appropriate for conducting OHVA Program activities within the management area; and
- Ensure that appropriate volunteer agreements or other agency required documents that allow the OHV Ambassadors to operate on Forest Service property are properly executed.

III. IT IS MUTUALLY AGREED AND UNDERSTOOD BY AND BETWEEN THE SPONSORING AGENCIES THAT:

A. OHVA PROGRAM OVERSIGHT. The OHVA Program shall be governed by a Council.

1. COMPOSITION OF THE COUNCIL. The Council shall consist of the following members:

- A representative from ASP appointed by the Executive Director or Designee;
- A representative from AGFD appointed by the Director or Designee;
- A representative from the BLM appointed by the State Director or Designee;
- A representative from the USDA Forest Service appointed by an appropriate officer;
- A representative from the Off-Highway Vehicle Advisory Group (OHVAG) appointed by vote of the group; and
- Two representatives from the OHVA Program with at least two years of experience as an OHV Ambassador selected by vote of all active OHV Ambassadors. After the initial two years one of these positions will be filled by the volunteer coordinator of a satellite unit selected by the Council from nominated candidates.

2. AGENCY RESPONSIBILITY TO THE COUNCIL. Representatives from the supporting agencies will serve at the discretion of the agency head and may be replaced any time. The agency must keep the appointment filled for the duration of this agreement.

3. OHVAG RESPONSIBILITY TO THE COUNCIL. Each year OHVAG will select one of its members to serve on the council for the next calendar year and will keep that appointment filled for the duration of this agreement.

4. OHV AMBASSADORS RESPONSIBILITY TO THE COUNCIL. OHV Ambassadors who have been active in the program for at least two years may apply to the Statewide OHV Ambassador Coordinator for selection by vote of active OHV Ambassadors to fill the two positions on the Council available for OHV Ambassadors.

5. **TIME AND PLACE OF MEETINGS OF THE COUNCIL.** The Council shall meet at a time and place as needed at the request of the Planning Team, but not less than twice per year, to review and act upon recommendations from the Planning Team.

6. **DUTIES OF THE COUNCIL.** The duties of the Council shall include, but not be limited to:

- Review and approve the current standards and goals as established in the Arizona OHVA Program Agency Manual (9/2010 version) AND approve changes and additions to the standards and goals.
- Review and approve policies governing the activities conducted under the OHVA Program as currently established in the Arizona OHVA Program Agency Manual (9/2010 version) AND approve changes and additions to the policies.
- Acknowledge the existence and efforts of a Planning Team as identified in the Arizona OHVA Program Agency Manual (9/2010 version) that oversees the day-to-day operation of the Program. Council members may participate on the Planning Team.
- Take action on any recommendations from the Planning Team that need Council approval.
- Direct the Planning Team to research and make recommendation on issues of importance to the Council.
- Advise participating agencies on issues regarding appropriate uses for available funds.
- Prepare an annual report on the activities, accomplishments, and partner contributions of the OHV Ambassador Program for submission to the participating agencies, partner OHVA units, and the public.

B. PRINCIPAL CONTACTS. Individuals listed below are authorized to act in their respective areas for matters related to this instrument.

ARIZONA STATE PARKS CONTACT/COUNCIL MEMBER:

Name:	Robert Baldwin
Title:	OHV Program Manager
Address:	1300 West Washington St.
City, State, Zip	Phoenix, AZ 85007
Phone:	602.542.7130
FAX:	602.542.4180
E-Mail:	rbaldwin@azstateparks.gov

ARIZONA GAME AND FISH DEPARTMENT CONTACT/COUNCIL MEMBER:

Name:
Title:
Address:
City, State, Zip
Phone:
FAX:
E-Mail:

BUREAU OF LAND MANAGEMENT CONTACT/COUNCIL MEMBER:

Name: Bill Gibson
Title: Trails & Travel Management Coordinator
Address: 1 N. Central, Suite 800
City, State, Zip: Phoenix, AZ 85004
Phone: 602-417-9425
FAX: 602-417-9454
E-Mail: Bill_Gibson@blm.gov

U.S.D.A FOREST SERVICE CONTACT/COUNCIL MEMBER:

Name:
Title:
Address:
City, State, Zip
Phone:
FAX:
E-Mail:

C. NON-LIABILITY. The Sponsoring Agencies do not assume liability for any third party claims for damages arising out of this document.

D. NOTICES. Any communications affecting the operations covered by this agreement given by the Sponsoring Agencies is sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax to the authorized representatives of all Sponsoring Agencies at the addresses specified in this MOU. Notices are effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

E. PARTICIPATION IN SIMILAR ACTIVITIES. This MOU in no way restricts the Sponsoring Agencies from participating in similar activities with other public or private agencies, organizations, and individuals.

F. ENDORSEMENT. Any of the Sponsoring Agencies' sole and separate contributions made under this MOU do not by direct reference or implication convey endorsement of those contributions by any of the other Sponsoring Agencies.

G. NONBINDING AGREEMENT. This MOU creates no right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity. The Sponsoring Agencies shall manage their respective resources and activities in a separate, coordinated, and mutually beneficial manner to meet the purposes of this MOU. Nothing in this MOU authorizes any of the Sponsoring Agencies to obligate or transfer anything of value.

Specific, prospective projects or activities that involve the transfer of funds, services, property, and/or anything of value to a Sponsoring Agency requires the execution of separate instruments and are contingent upon numerous factors, including, as applicable, but not limited to: the availability of appropriated funds and other resources to any of the Sponsoring Agencies; administrative and legal requirements, including authorizations by statute that apply to the Sponsoring Agencies, etc. This MOU neither provides, nor meets these criteria. If the Sponsoring Agencies elect to enter into an obligation instrument that involves the transfer of fund, services, property, and/or anything of value to a Sponsoring Agency, then the applicable criteria must be met. Additionally, under a prospective instrument, each Sponsoring Agency operates under its own laws, regulations, and/or policies, and any such obligation is subject to the availability of appropriated funds and other resources. The negotiation, execution, and administration of these prospective instruments must comply with all applicable law.

Nothing in this MOU is intended to alter, limit, or expand the Sponsoring Agencies' statutory or regulatory authority.

H. USE OF SPONSORING AGENCIES' INSIGNIA. In order for any of the Sponsoring Agencies' insignias to be used on any published media, such as a Web page, printed publication, or audiovisual production, permission must be granted from the appropriate authority in writing prior to the use of the insignia.

I. MEMBERS OF U.S. CONGRESS. Pursuant to 41 U.S.C. 22, no U.S. member of, or U.S. delegate to, Congress shall be admitted to any share or part of this instrument, or benefits that may arise therefrom, either directly or indirectly.

J. FREEDOM OF INFORMATION ACT (FOIA). Public access to MOU or agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552). State agencies will provide access to information per A.R.S. §39-121.

K. PUBLIC NOTICES. It is the U.S. Forest Service's policy to inform the public as fully as possible of programs and activities. Sponsoring Agencies are encouraged to announce the establishment of the Arizona OHV Ambassador Program and, from time to time, to announce progress and accomplishments. Press releases or other public notices will be coordinated through the public information officers of each of the Sponsoring Agencies to insure compliance with each agency's standards.

L. SPONSORING AGENCIES ACKNOWLEDGED IN PUBLICATION, AUDIOVISUALS AND ELECTRONIC MEDIA. All Sponsoring Agencies shall be acknowledged for their support of the purposes of this MOU in publications, audiovisuals, and electronic media developed as a result of this MOU.

M. NONDISCRIMINATION STATEMENT – PRINTED, ELECTRONIC, OR AUDIOVISUAL MATERIAL. Sponsoring Agencies shall include the following statement, in full, in any printed, audiovisual material, or electronic media for public distribution developed or printed with any Federal funding.

"In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)"

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer."

If the material is too small to permit the full statement to be included, the material must, at minimum, include the following statement, in print size no smaller than the text:

"This institution is an equal opportunity provider."

N. TERMINATION. Any of the Sponsoring Agencies may terminate their responsibilities under this MOU at any time upon written notice to the other Sponsoring Agencies. The remaining Sponsoring Agencies continue to be bound by the terms of this MOU.

O. DEBARMENT AND SUSPENSION. ASP and AGFD shall immediately inform the BLM and Forest Service if any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the federal government according to the terms of 2 CFR Part 180. Additionally, any of the principals of ASP or AGFD receive a transmittal letter or other official

Federal notice of debarment or suspension, than they shall notify the BLM and Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.

P. MODIFICATIONS. Modifications to the scope of this MOU must be made by mutual consent of the Sponsoring Agencies, by the issuance of a written modification signed and dated by all properly authorized signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 30 days prior to implementation of the requested change.

Q. COMMENCEMENT/EXPIRATION DATE. This MOU is in effect with each Sponsoring Agency as of the date it is executed by that Sponsoring Agency. It will expire five years from the date of the last signature unless extended by an executed modification, signed and dated by all properly authorized, signatory officials.

R. AUTHORIZED REPRESENTATIVES. By signature below, each Sponsoring Agency certifies that the individuals listed in this document as representatives of the individual Sponsoring Agency are authorized to act in their respective areas for matters related to this MOU.

S. COUNTERPARTS. This MOU may be executed in two or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one instrument.

IN WITNESS WHEREOF, the following Sponsoring Agencies have executed this MOU on the dates shown:

_____ Renée E. Bahl, Executive Director AZ State Parks	_____ Date
---	---------------

_____ AZ Game and Fish Department	_____ Date
--------------------------------------	---------------

_____ Legal Counsel (if appropriate)	_____
---	-------

_____ xxxxxxx, Director BLM Arizona State Office	_____ Date
---	---------------

_____ Legal Counsel (if appropriate)	_____ Date
---	---------------

_____ xxxxxx, Supervisor USDA FS Region 3	_____ Date
--	---------------

The authority and format of this instrument have been reviewed and approved for signature.

_____ U.S. Forest Service Grants & Agreements Specialist	_____ Date
---	---------------

**Review and Discuss New Member Application for the
Off-Highway Vehicle Advisory Group (OHVAG) and
Consider Recommending a New Member to the State Parks Board**

Background

The off-Highway Vehicle Advisory Group (OHVAG) advises the Arizona State Parks Board on the implementation of the Arizona Off-Highway Vehicle (OHV) Recreation Plan and Program. The Group consists of seven members representing OHV organizations, casual OHV recreationists, sportsmen, and the general public (see page following report). The Arizona State Parks Board appoints OHVAG members to serve a three-year term.

At the end of 2009, there were two vacancies on the OHVAG for individuals from an OHV organization. One incumbent was recommended by OHVAG to serve a second term and approved by the State Parks Board. The other incumbent reached the end of his term eligibility and was asked by the State Parks Board and agreed to serve until a replacement could be found. No replacement was appointed in 2010.

On January 1, 2011 there will be three vacancies on the OHVAG. Two are for representatives from an OHV organization and the other is a citizen-at-large. Organizational affiliation should be distributed between four-wheel drive, ATV, and motorcycle interests. A maximum of two OHVAG members may reside in the same county. Two of the expiring OHVAG members represent both Maricopa and Pima Counties, leaving one current member in each county. At least one new member representing 4-wheel drive interests should be appointed.

Rebecca Antle has completed two terms on OHVAG and the group and State Parks staff heartily acknowledges her service to the group and OHV enthusiasts statewide. Ms. Antle has been the vice-chair for the past two years. She has agreed to continue serving if her position cannot be filled immediately.

OHVAG also recognizes Robert Biegel for his service to the group over the last three years. Mr. Biegel is also a member of the OHV Ambassador team and has brought that insight to the group discussions.

Current Status

John Savino from Navajo County, incumbent as OHV citizen-at-large, is applying for one of the vacated OHV organization affiliation positions. As President of the White Mountain Open Trails Association, Mr. Savino has been working with the Apache-Sitgreaves National Forest Lakeside Ranger District to complete the Maverick OHV Trail that they hope will eventually provide an OHV route across the state. He has also been working in the Lake Havasu area with the Bureau of Land Management to promote understanding of their Travel Management Plan with the local users. (See Attachment re: Mr. Savino).

Donald French was recommended to fill Drew John's vacant position and complete the remaining two years of that term. Mr. French's application indicates he primarily uses a 4-wheel drive UTV, therefore he could be considered for a three-year term representing the 4-wheel drive community.

No other applications for the vacant OHV organization affiliation and citizen-at-large positions were received. One of these positions can only be filled for a 2-year term.

Items that may be considered include representation of multiple counties across the state, diversification of multiple off-highway vehicle user types, and participation in Arizona off-highway vehicles projects, programs, and activities including volunteerism.

OHVAG Recommended Action

I move to appoint John Savino to a second three-year term on the Off-Highway Vehicle Advisory Group beginning January 1, 2011 representing an OHV organization affiliation from Navajo County, and that this recommendation be forwarded to the Arizona State Parks Board for final action.

I move that Rebecca Antle continue to serve on the Off-Highway Vehicle Advisory Group representing an OHV organization affiliation position from Pima County until a replacement can be appointed, and that this recommendation be forwarded to the Arizona State Parks Board for final action.

I move that Donald French be recommended to fill the OHV organization affiliation position on the OHVAG representing Mohave County and 4-wheel drive users for a three-year term beginning January 1, 2011, and that this recommendation be forwarded to the Arizona State Parks Board for final action.

**Off-Highway Vehicle Advisory Group (OHVAG)
Current Members**

<u>Member</u>	<u>County</u>	<u>Expiration</u>	<u>Affiliation</u>
Antle, Rebecca	Pima	12/31/10	AZ State Association of 4-Wheel Drive Clubs
*John, Harold Drew	Graham	12/31/09	Gila Valley ATV Riders Club
Beigel, Robert	Maricopa	12/31/10	Mesa 4-Wheelers
Rogers, Richard Hank	Apache	12/31/11	Apache County ATV Roughriders
Moore, David	Maricopa	12/31/11	Rocky Mountain Elk Foundation
Savino, John	Navajo	12/31/10	Citizen-at-Large
Pete Pfeifer	Pima	12/31/12	American Motorcyclist Association

***Currently serving beyond expired term per Parks Board approval.**

OHVAG Membership: Seven members appointed by the Arizona State Parks Board to serve a maximum of two consecutive three-year terms. Five members must be members of organized OHV groups. One member must represent the general public or casual OHV enthusiasts. One member must be a member of a sportsperson organization. Residency requirements state that no more than two members may reside in the same county. The OHVAG serves in an advisory capacity to the Parks Board. The mission of the Arizona Off-Highway Vehicle Program is to develop and enhance statewide off-highway vehicle opportunities, and to develop educational programs that promote safe and responsible recreation, resource protection, and interagency cooperation.

OFF-HIGHWAY VEHICLE ADVISORY GROUP (OHVAG) APPLICATION

The Arizona State Parks Board appoints seven volunteer members to the Off-Highway Vehicle Advisory Group (OHVAG/Group). The Group advises the Arizona State Parks Board on OHV issues and trends, the development and implementation of the Off-Highway Vehicle (OHV) Recreation Plan, and project selection for expenditures from the Arizona Off-Highway Vehicle Recreation Fund (ARS §28-1176) and Federal Recreational Trails Program (Motorized Portion) (23 U.S.C. 206). The Group meets for 3-5 hours several times annually at locations around the State and members may participate on sub-committees or at selected OHV events throughout the year. Weekday availability may be required. Travel expenses may be reimbursed per state guidelines when funds are available.

Applicants must be an Arizona resident. No more than two OHVAG members may reside in the same county. Five of the seven members positions must be affiliated with an OHV organization. One member position must represent casual OHV recreationists or the general public. One member position must represent a sportsperson's group identified as an organization representing hunting, fishing, or similar sportsperson outdoor activities. The Group strives to maintain diversity in the type of OHV users serving at any time. OHVAG members are recognized as leaders in responsible, safe use; champions for access and managed facilities; and proponents for environmental protection and user education. Review the OHVAG MEMBERS at the State Parks website to determine what positions will be available at the end of any year.

The Off-Highway Vehicle Advisory Group reviews applications in October and makes a recommendation for approval by the Arizona State Parks Board at their November meeting. Three-year terms begin in January.

PLEASE CONSIDER MY APPLICATION FOR SERVICE AS AN OHVAG VOLUNTEER MEMBER

Full Name: John J. Savino

Prefer to be called: John

Home Address: P.O.Box 1311, Show Low, AZ. 85902

Business Address: same

Home Telephone: 928 537-1513

Business/Cell Telephone: cell 928 699-6068

E-Mail Address: ShowLowJohn@gmail.com

County of Residence: Navajo

AFFILIATION REQUIREMENT -- PLEASE CHECK ALL POSITIONS FOR WHICH YOU ARE APPLYING

☐ Sportsperson Organization

Identify organization:

☒ OHV Organization

Identify organization: White Mtn. Open Trails Assoc.

☒ Casual OHV recreationist

Vehicle(s) used: ATV/UTV

☒ General Public

APPLICATION REQUIREMENTS

1. Completed application form.
2. A letter describing what you will bring to OHVAG and what you think OHVAG should accomplish.
3. Briefly address the following:
 - Education, training and/or experience
 - Career highlights: Describe significant related experience, civic and professional activities, elected offices, prior organizational experience/leadership, and career achievements.
 - Personal pursuits: Describe your primary interest and experience in motorized recreation, geographical areas within Arizona where you recreate, and any other volunteer experiences and relevant items about yourself.
4. A letter on official letterhead from an authorized representative of your affiliated OHV or Sportsperson's organization stating that you are a member in good standing and your organization supports your appointment to serve on OHVAG. (Not required for casual OHV recreationist or general public applicant.)

COMPLETED APPLICATION, LETTER OF INTEREST, AND ORGANIZATION SUPPORT LETTER
MAY BE SUBMITTED AT ANY TIME TO:

Robert Baldwin, Recreational Trails Grants Coordinator

October 5, 2010

Arizona State Parks OHVAG Board and Staff

I am currently seeking a second three year term as a member of the Off Highway Vehicle Advisory Group. Since being elected to my first term I have worked on and accomplished several significant projects and am currently working on accomplishing more.

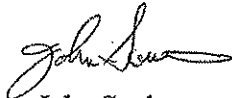
I currently hold the position of President of the White Mountains Open Trails Association. During my tenure I have been working closely with the Apache-Sitgreaves National Forest Supervision in developing trails, promoting education, and responsible off-highway vehicle recreation.

In June of this year we accomplished a milestone in the completion of the Maverick Trail Grant. This is just the first stage in our long range goal of extending the Maverick Trail across the entire State. I am currently working with the Springerville Ranger District of the Apache-Sitgreaves National Forest to extend this trail through their district and into the Alpine Ranger District. I am also working on bridging the gap between the environmental groups and off-road motorist.

Another project that I have taken on along with perspective OHVAG member, Don French is acting as a mediator between the BLM and off road motorists in the Lake Havasu City area in regards to their proposed Travel Management Plan.

In my second term I would like to work on strengthening the Off Highway Vehicle Advisory Group by getting it more involved with off-highway vehicle issues throughout the entire state. I would also like to explore new ideas on how to spread the word about exactly where our off-road dollars are being spent.

In closing I hope you will consider me for a second term and look forward to serving.



John Savino



White Mountain Open Trails Association, Inc.

**PO Box 833,
Show Low, Arizona 85902**

October 5, 2010

Arizona State Parks OHVAG Members and Staff

This is in support letter of John Savino to be attached to his application for a second term as an active member on the Arizona State Parks Off Highway Vehicle Advisory Group.

As President of the White Mountain Open Trails Association, John has been active in overseeing responsible off highway vehicle use around the entire State. Our club is currently considering the involvement of the OHV Ambassador Program that is administered by State Parks in which John has been instrumental in acquiring.

Since John became President he has developed a great rapport with the National Forest Service along with the people from TRACKS (a hiking group), and is currently in contact with groups such as the White Mountain Conservation League and White Mountain Horseman's Association in an attempt to bridge the gap between OHV motorists and these groups.

I sincerely hope that you will consider John for a second term with the Off Highway Vehicle Group and as Vice President of the White Mountains Open Trails Association we fully support this recommendation.

Sincerely,

Laura Stiltner
Vice President, White Mountains Open Trails Association

We believe in the development and maintenance of both public and private lands for responsible off-highway vehicle recreation and to ensure access to public lands.

OHVAG
November 12, 2010

ACTION ITEM
Agenda Item: C 7

**Consider Extending the Project End Date for the BLM-Kingman Field Office
Recreational Trails Program Project #470601,
Music Mtn/Crozier Inventory/Signage/Maps**

Background

On September 21, 2006 the Arizona State Parks Board approved funding for Recreational Trails Program Motorized Portion Project #47601, Music Mtn/Crozier Inventory/Signage/Map Development in the amount of \$104,500. The participant is the BLM-Kingman Field Office. The original scope includes route inventory, trail information/map, and signage. The original project end date was March 13, 2010.

BLM-Kingman Field Office requested a time extension in 2010 because they were not been able to complete all the inventory identified in the scope of the project. A one-year extension to March 13, 2011 was granted by administrative process.

Current Status

BLM-Kingman Field Office requested this second time extension according to the attached letter because they have only completed 95% of the inventory and still need to install the signs and produce the map.

This request must be submitted to the State Parks Board since it is the second time extension.

Staff Recommendation

Staff recommends extending the project end date by 12 months to March 13, 2012 for the Recreational Trails Program Motorized Portion Project #47601, Music Mtn/Crozier Inventory/Signage/Map Development.

Recommended AORCC Action

I move to extend the project end date by 12 months to March 13, 2012 for the Recreational Trails Program Motorized Portion Project #47601, Music Mtn/Crozier Inventory/Signage/Map Development, and that this recommendation be forwarded to the State Parks Board for final action.



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Kingman Field Office
2755 Mission Blvd.
Kingman, Arizona 86401
www.blm.gov/az/



October 26, 2010

In Reply Refer To:
8310 (LLAZC01000)

Robert Baldwin
Recreational Trails Grants Coordinator
Arizona State Parks
1300 West Washington Street
Phoenix, Arizona 85007

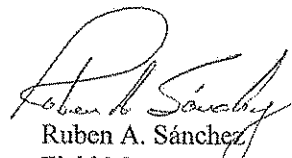
Dear Robert Baldwin,

The Bureau of Land Management, Kingman Field Office (KFO), would like to request another one year extension to complete the work on the Music Mountains and Crozier Inventory/Signage/Maps Project. The original project #470601 was for the period of March 13, 2007 to March 13, 2010. A one year extension was granted for the period of March 13, 2010 to March 13, 2011.

The Music Mountains and Crozier Inventory/Signage/Maps Project has inventoried 95% of the routes within the grant period, March 13, 2007 to September 30, 2010. The KFO is currently in the process of completing the inventory of the Crozier unit. The Music Mountains unit has been inventoried. Once the inventory is completed, the signage and map portions of the grant will be undertaken.

We are pleased to participate in the Arizona State Park's Recreational Trails Program (Motorized Portion) and look forward to completing the Music Mountains and Crozier Inventory/Signage/Maps Project. If you have any questions, please contact Len Marceau, KFO Outdoor Recreation Planner, at (928) 718- 3724.

Sincerely,


Ruben A. Sanchez
Field Manager

OHVAG
November 12, 2010

ACTION ITEM
Agenda Item: C 8

**Consider Extending the Project End Date for the BLM-Safford Field Office
Recreational Trails Program Project #470602,
Gila Bend RNCA Inventory/Signage/Map Development**

Background

On September 21, 2006 the Arizona State Parks Board approved funding for Recreational Trails Program Motorized Portion Project #47602, Gila Bend RNCA Inventory/Signage/Map Development in the amount of \$56,500. The participant is the BLM-Safford Field Office. The original scope includes route inventory, trail information/map, and signage. The original project end date was February 8, 2010.

BLM-Safford Field Office requested a time extension in 2010 because the Travel Management Plan had not been finalized. The draft was to go out for a 90-day comment period in 2010. On February 4, 2010 an administrative amendment extended the project end date to February 8, 2011.

Current Status

BLM-Safford Field Office requested this second time extension because their Travel Management Plan has not been finalized. The draft plan is scheduled to go out to the public in early 2011 and finalized by the end of 2011 without contentious issues.

This request must be submitted to the State Parks Board since it is the second time extension.

Staff Recommendation

Staff recommends extending the project end date by 12 months to February 8, 2012 for the Recreational Trails Program Motorized Portion Project #47602, Gila Bend RNCA Inventory/Signage/Map Development.

Recommended AORCC Action

I move to extend the project end date by 12 months to February 8, 2012 for the Recreational Trails Program Motorized Portion Project #470602, Gila Bend RNCA Inventory/Signage/Map Development, and that this recommendation be forwarded to the State Parks Board for final action.

Re: QUARTERLY PROGRESS REPORT DUE FOR RTP MOTORIZED PROJECT

From: Deborah_Morris@blm.gov

Sent: Wed, Oct 6, 2010 at 3:01 pm

To: rbaldwin@azstateparks.gov

pic12249.jpg (10.1 KB)

Request one year extension for the Gila Box RNCA and Surrounding Area grant. Completing the grant is contingent upon approval of the Travel Management Plan. We cannot develop maps/brochures or install signs until the Plan is approved and finalized. The draft plan and preferred route map should go out to the public for review in early 2011. The final version should be completed by the end of 2011 depending upon how contentious the issues are.

(Embedded image moved to file: pic12249.jpg)

rbaldwin@azstateparks.gov

10/06/2010 02:24 PM

Deborah_Morris@blm.gov

To

cc

Subject

Re: QUARTERLY PROGRESS REPORT DUE
FOR RTP MOTORIZED PROJECT

TOMORROW, second extensions are supposed go to through OHVAG & Parks Board before they expire.

Robert Baldwin
Recreational Trails Grants Coordinator
Arizona State Parks
1300 West Washington Street
Phoenix, AZ 85007
602/542-7130
602/542-4180 fax
Office Hours: Mon-Fri 7:30am - 4:30pm

-----Original Message-----

From: Deborah_Morris@blm.gov

Sent: Wednesday, October 6, 2010 1:55pm

To: rbaldwin@azstateparks.gov

OHVAG
November 12, 2010

ACTION ITEM
Agenda Item: C 9

**Consider Extending the Project End Date for the Prescott National Forest
Recreational Trails Program Project #470603,
Copper Canyon OHV Trailhead Development**

Background

On September 21, 2006 the Arizona State Parks Board approved funding for Recreational Trails Program Motorized Portion Project #47603, Copper Canyon OHV Trailhead Development in the amount of \$178,486. The participant is the Prescott National Forest. The original scope includes a new trailhead, trail renovation, a trail map and information, signage, and a restroom. The original project end date was February 8, 2010.

Prescott requested a time extension in 2010 because staff shortages have delay completion of the design for the new trailhead. On January 10, 2010 an administrative amendment extended the project end date to February 8, 2011.

Current Status

Prescott National Forest has requested this second time extension according to the attached letter because they need additional time for internal review of the draft design plan. They have received renewed support from the Town of Camp Verde and confirmed that donors are on board. The project will be completed in the next year.

This request must be submitted to the State Parks Board since it is the second time extension.

Staff Recommendation

Staff recommends extending the project end date by 12 months to February 8, 2012 for the Recreational Trails Program Motorized Portion Project #47603, Copper Canyon OHV Trailhead Development.

Recommended AORCC Action

I move to extend the project end date by 12 months to February 8, 2012 for the Recreational Trails Program Motorized Portion Project #47603, Copper Canyon OHV Trailhead Development, and that this recommendation be forwarded to the State Parks Board for final action.



United States
Department of
Agriculture

Forest
Service

Prescott National Forest

344 South Cortez
Prescott, AZ 86303
Phone: (928) 443-8000
Fax: (928) 443-8008
TTY: (928) 443-8001

File Code: 2300

Date: October 21, 2010

Robert Baldwin
Recreation Trails Grant Coordinator
Arizona State Parks
1300 West Washington Street
Phoenix, AZ 85007

Dear Mr. Baldwin:

This letter is to formally request an extension on the grant project Copper Canyon Trailhead Development (Project #470603). We need additional time to allow for internal review of the draft design plans and to send to Arizona State Parks for review and approval. At that point, we can proceed with submitting the project to our contracting office. It is not likely we will be able to complete these steps before the February 2011 deadline.

We request a maximum of 12 months to allow time to complete the design package for submittal to Arizona State Parks and for construction of the trailhead. For this upcoming quarterly report due October 31st, we will report that we have completed the draft design and will be reviewing in-house before we submit to Arizona State Parks. As of August 2010, we also have renewed support from the Mayor of Camp Verde on this project and have confirmed that we have all donors on board.

If you have any questions or concern, please contact Ophelia Goatson-James at (928) 443-8172 or by email at ogotson@fs.fed.us.

Sincerely,

ALAN M. QUAN
Forest Supervisor

cc: Nancy Lewis, Celeste A Gordon, Bruce C Fahrni



Caring for the Land and Serving People

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[illegible]

D.3.b

Arizona State Parks Board
Off-Highway Vehicle Recreation Fund
Fiscal Year 2011 through September 30, 2010

Revenues:

Fuel Tax (HURF)	\$381,157
Off-Highway Decal	223,477
Interest Earned	<u>1,949</u>
Total Revenues	<u>606,583</u>

Expenditures / Transfers:

/1 Program Administration (3.58%)	21,739
/2 Parks Operating Appropriation	149,587
Administrative Adjustments	3,005
/3 OHV Programs and Aid to Organizations	0
/4 Transfers to State General Fund	<u>878,300</u>
Total Expenditures / Transfers	<u>1,052,630</u>

Excess of Expenditures / Transfers Over Revenues (446,047)

Beginning Fund Balance	2,012,531
/5 Ending Fund Balance	<u>\$1,566,484</u>

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- /1 A.R.S 28-1176(E)(1) allows no more than 12% of revenues to fund staff support for planning and administration. As of September 30, 2010 the Board has spent 3.58% of FY 2010 revenues.
- /2 H.B. 2007 (2010 Seventh Special Session) allows the Board to spend up to \$692,100 for agency operating costs for FY 2011.
- /3 Reimbursements to local governments for off-highway vehicle recreation projects (e.g., trail maintenance).
- /4 Budgeted operating transfers for fiscal year 2011 to the State General Fund:
7th Special Sess, Ch 1, HB 2001 Sections 112 / 113 / 148
- /5 On June 16, 2010, the Arizona State Parks Board awarded \$776,488 from the OHV Fund for 15 Aid Projects to Public Land Managers, and expansion of the OHV Ambassador program. Additional OHV Aid Project awards will be reviewed by the Board at their October meeting.